

# MEMOdayplanner 2



ABILIA

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## Description of the product

Memodayplanner is meant for persons who need to structure their day and make it predictable. Symbols, picture magnets, coloured tape and whiteboard marker can be used.

On the left the day is shown from 7 am to 11 pm. On the right the night is shown from 11 pm to 7 am.

In order to attract attention to the activities presented on the Memodayplanner you can set an alarm for each of the lights (every 15 minutes).

## MEMOdayplanner comes with:

- Whiteboard marker
- Magnetic wiper
- Magnets with colour
- Symbols
- Screws and wall plugs
- Screwdriver
- A bottle of whiteboard cleaner
- Idea booklet

## Mounting

The Memodayplanner should be mounted on the wall with the supplied screws. Use the wall plugs if the wall is made of concrete or plaster.

**Safety warning:** If you are not absolutely sure that you are able to mount the Memodayplanner in a safe way, you should leave this to an able person.

The Memodayplanner must be mounted on the wall in a way that nobody can access the inside of the product. Touching the inside is not dangerous to people but it might harm the Memodayplanner. Put the socket into the power outlet. The Memodayplanner should be connected to the outlet at all times when in use. If the Memodayplanner loses power the internal clock will still work and all settings will remain until power is back. However, it needs power to operate in a normal way.

## The back of the Memodayplanner

The back cover has to be removed to adjust the brightness of the diodes and connect external alarm equipment. Other adjustments and connection of an external switch, for turning of the alarm signal, can be done with the back cover on.

The back cover is removed by lifting it up in the corners.



The back cover is mounted back on by pushing it down inside of the frame.

NB! Make sure that the "lips" on all four sides are inside the frame.

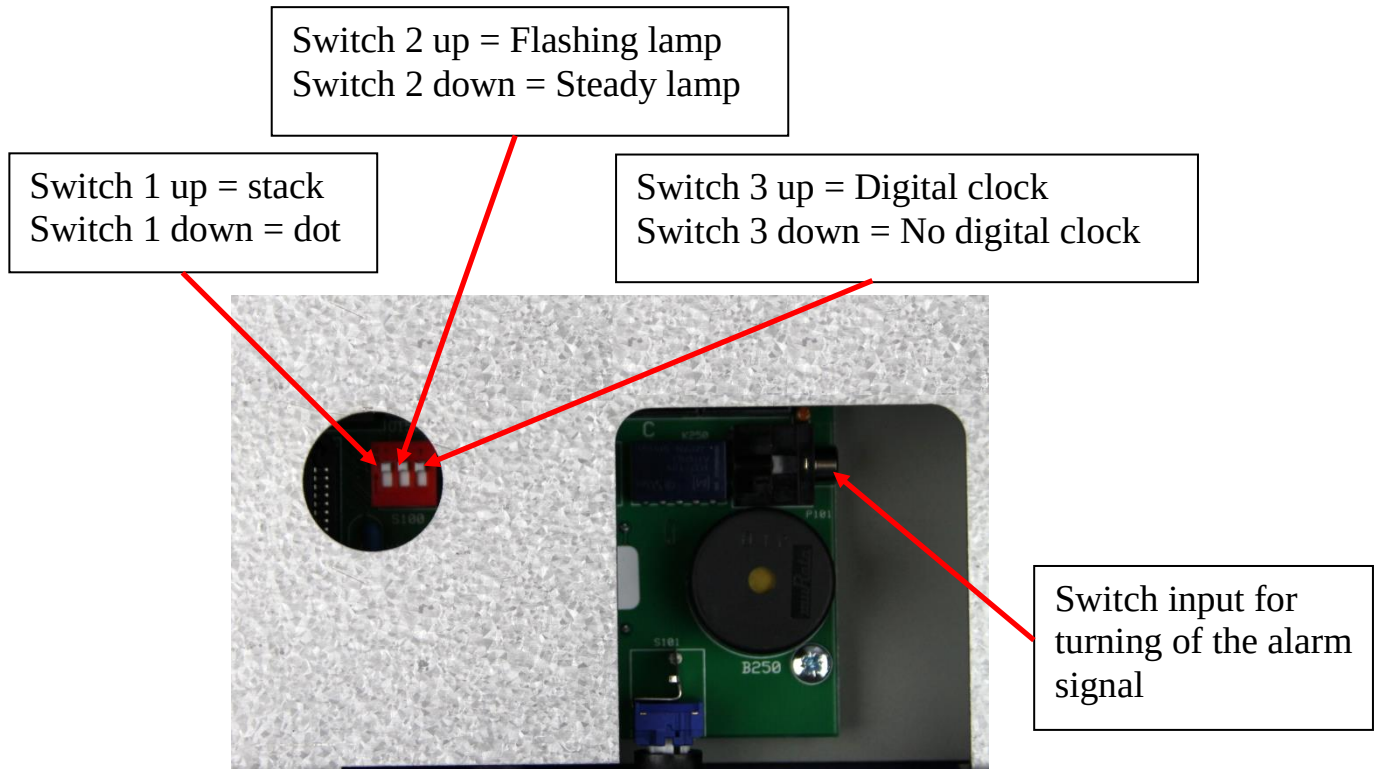
**Safety warning:** There is no danger of electric shock, but touching the components might be harmful for the product. Always do the settings with the power disconnected.

If you are not comfortable with doing the settings described in this chapter you should leave it to your supplier of the product or an electrician.

## Presentation of time as a stack of lights or a dot

You can choose if you want time elapsing presented by a stack of light or by a dot moving downwards.

This is done with switch no. 1 on the back of the board.



## Flashing light on alarm

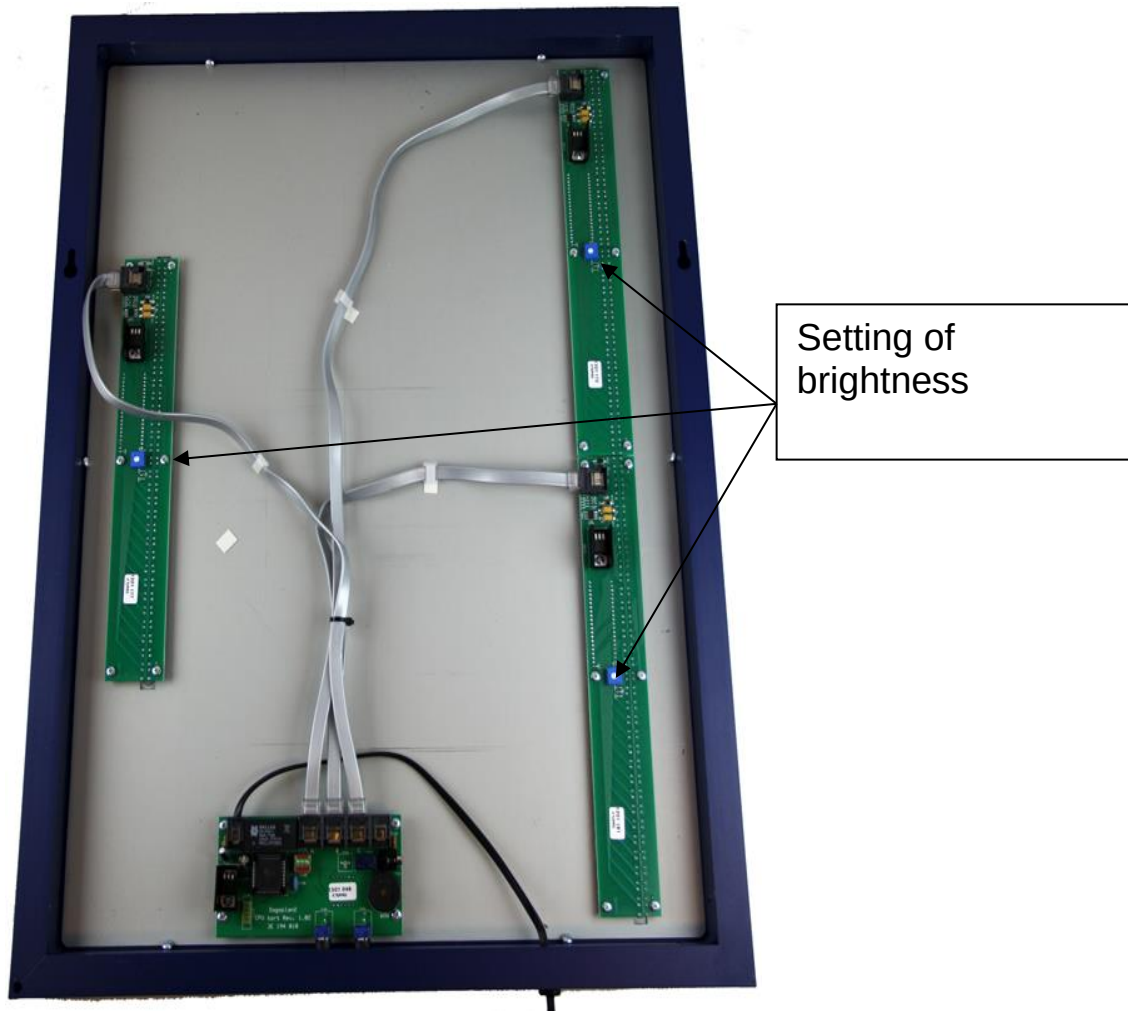
Setting switch no 2 in down position disables this function.

## Digital presentation of time

At the bottom front of the Memodayplanner there is a digital clock. You can choose if you want it on or not, by setting switch no 3.

## Setting of brightness

It is possible to adjust the brightness of the lights. The setting can be made individually for day and night. This is done with a small screwdriver on the set points for each of the circuit boards with the lights.

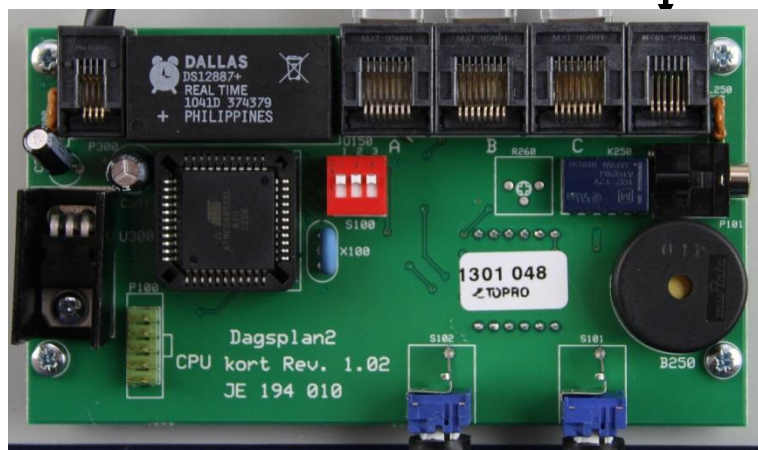


## Alarm output – how to send on an alarm \*

\* This option may not apply to all countries due to different regulations on use of radio transmitters.

Sometimes it can be useful to receive the alarm at other places than on the Memodayplanner. Then the user can go to the Memodayplanner and get information on what to do next. The Memodayplanner can be connected to:

- Falck 6704 Wireless Bell. It consists of a transmitter connected to the Memodayplanner output (se picture on page 5) and a receiver placed in another room. You can have several receivers. The range is 50 meters.
- ALERTpager. It consists of a transmitter connected to the Memodayplanner output (se picture on page 5) and a receiver that the user carries with him. The range is 2-250 meters.
- Falck 6604 Guardian Telealarm. It consists of a telephone dialler connected to the Memodayplanner output (se picture on page 5). The receiver is an ordinary telephone or cell phone.



Output for transferring the alarm signal to a remote bell, a pager or even a cell phone

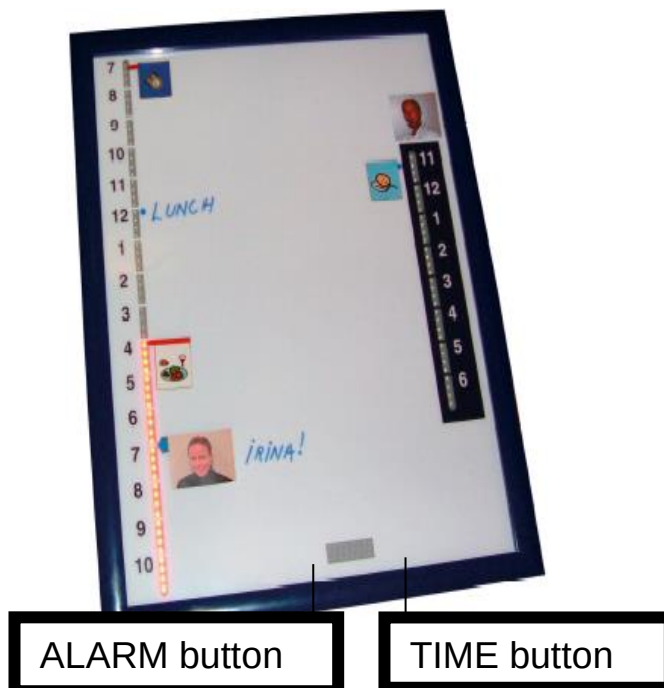
## To set the time

It will be necessary to set time for daylight saving time.

You might also want to alter the definition of day and night (this is described on page 10)

### This is what you do:

- Push the TIME button and keep it pressed for 2 seconds. The hours will now be flashing on the digital clock.
- Adjust the hours by pushing the ALARM button. By pressing the button for more than 1 second the hours will change rapidly.
- Push the TIME button once to enter the setting for minutes. Adjust the minutes by pushing the ALARM button. By pressing the button for more than 1 second the minutes will change rapidly.
- Leave the time setting mode by pressing the TIME button for 2 seconds or do nothing for 1 minute (automatic timeout).



## Alarm setting

The Memodayplanner has an alarm setting for every light (every quarter of an hour) throughout the day and night.

The alarm is presented by a blinking light (unless disabled) and a sound for 15 seconds. All alarms are repeated every day.

### This is what you do:

- To enter the programming mode push and hold the ALARM button for 2 seconds. All lights on the Memodayplanner, except for those alarm is already set, will now be off.
- The marker starts on the first light (7 am) when entering the alarm-setting mode. When the marker is placed on a time where an alarm is set, it will flash rapidly. If no alarm is set, it will flash slowly. Pushing the ALARM button alternates between alarm on and off. The digital clock is always on in programming mode.
- Step to the next alarm point by pushing the TIME button. By holding the TIME button for more than 1 second, the marker will step downwards in a quick pace.
- Leave the alarm setting mode by pressing the ALARM button for 2 seconds or do nothing for 1 minute (automatic timeout).

### How to stop an alarm

An alarm will sound for 15 seconds on the Memodayplanner. It can be stopped in three different ways.

- Automatic. Wait for 15 seconds and the alarm will automatically stop.
- Connect a switch (Jelly Bean or equivalent) to the switch input on the back of the Memodayplanner shown on picture 2.
- Push the ALARM button on the bottom of the Memodayplanner.

## **How to check alarm settings**

Set alarms will be shown by when entering ALARM setting mode. Push and hold the ALARM button for 2 seconds. Leave the ALARM setting mode by pushing the same button for another 2 seconds.

Be aware that if an alarm is set on 7 am it will be presented with a fast flashing light, since the cursor will be located there when entering programming mode.

## **How to delete alarms**

To delete single alarms, use the same procedure as for setting alarms.

To delete all alarms simultaneously:

- Enter programming mode by pushing the ALARM button for 2 seconds.
- Push and hold both switches (ALARM and TIME) for 1 second. The Memodayplanner will acknowledge with a beep for 2 seconds.
- Leave the alarm setting mode by pressing the ALARM button for 2 seconds or do nothing for 1 minute (automatic timeout).

## **How to disable a blinking alarm light**

Some users prefer the light to remain steady and not flash during an alarm. To disable this function switch number 2 on the back (see picture 2) should be in down position.

## **How to change definition of day and night**

As default the Memodayplanner shows the day from 7 am to 11 pm. The night is from 11 pm to 7 am. It is possible to change this by using magnet strips that are sold as accessories.

Example: You want the day to start at 8 am and the night to begin at 12 pm.

- Cut the chosen magnet strip (with numbers or analogue presentation of time) so that 8 am is placed over the number 7 on the Memodayplanner.
- If presentation of time is of no value to the user you can put on the blank magnet strips.
- Do the same for the night.
- Set the time one hour back compared to true present time (see the chapter “How to set the time”).

## Accessories

(described in the Idea Booklet)

Large fitting pack

Fitting pack 2

JellyBean switch black

Falck 6904 Wireless Bell

ALERTpager

Falck 6604 Guardian Telealarm

## Technical specifications

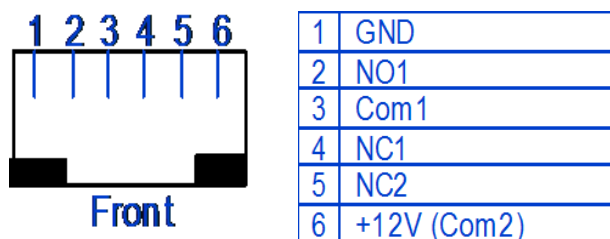
Size (hxwx d): ..... 612 x 462 x 40 mm

Weight: ..... 7,3 kg

Power ..... 12VDC/0.8A

## Alarm output

The output, a 6 pin modular contact, is normally open (NO) and potential free. The output is active for 2 seconds.



## Maintenance

The Memodayplanner is normally cleaned with the magnetic wiper. If the whiteboard marker is hard to remove, the whiteboard cleaner can be used. Use soft paper or a cloth. Do not use the magnetic wiper together with the whiteboard cleaner.

Use only whiteboard marker to write on the board!

## Storing

When stored, the Memodayplanner should be kept dry.

## Safety

The whiteboard cleaner should not be inhaled or swallowed. Avoid skin contact. Store it in a safe place. If skin contact is made, rinse immediately with running water. If swallowed contact your doctor.

Abilia AS has made a complete risk analysis for the product according to NS-EN 14971 for Medical products. The product, the user manual and the technical specifications are made as a result of this document.

When mounting and daily use it is important to always have safety in mind.

In the manual it is not possible to describe all the ways that the product should not be used. If you are in doubt if the product is mounted or used correctly we recommend that you contact your supplier. Abilia AS is not responsible for any damage or loss as a result of use, wrong use, lack of support, wrong setting, wrong mounting or similar. Abilia AS` economical responsibility is in any case limited to the value of the product.

